		Policy Number	Applicability
STATE OF IOWA DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURES		IO-SC-07	
		Policy Code	Iowa Code Reference
		Confidential	N/A
Chapter 3	Sub Chapter	Related DOC Policies	Administrative Code Reference
INSTITUTIONAL OPERATIONS	SECURITY & CONTROL	IO-SC-08	N/A
Subject		ACA Standards	Responsibility
EMERGENCY EQUIPMENT AND ARMORY OPERATIONS		4-4173, 4-4199, 4-4200, 4-4201, 4-4204, 4-4205	Sheryl Dahm Diann Wilder- Tomlinson
		Effective Date	Authority
		May 2015	Jerry Bartruff Director Signature on file at Iowa DOC

### I. PURPOSE

To describe procedures in the Iowa Department of Corrections (IDOC) institutions that shall ensure the safe storage and issue of security equipment, weapons, and ammunition in a secure armory.

#### II. POLICY

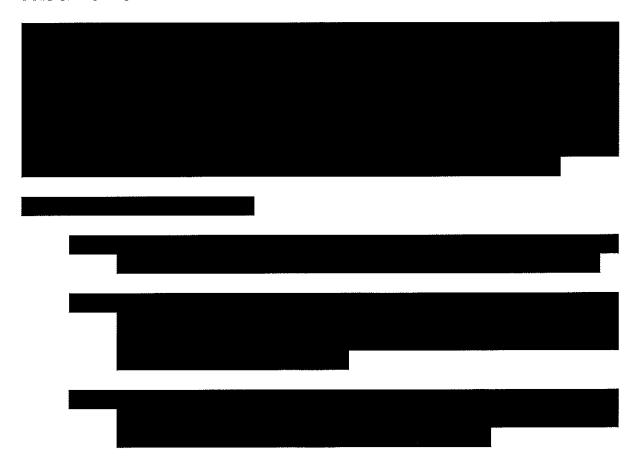
It is the policy of the IDOC to provide in each of its secure institutions a secure location for the storage, issue, and upkeep of security equipment, weapons, and munitions, and to control access to that location.

### **CONTENTS**

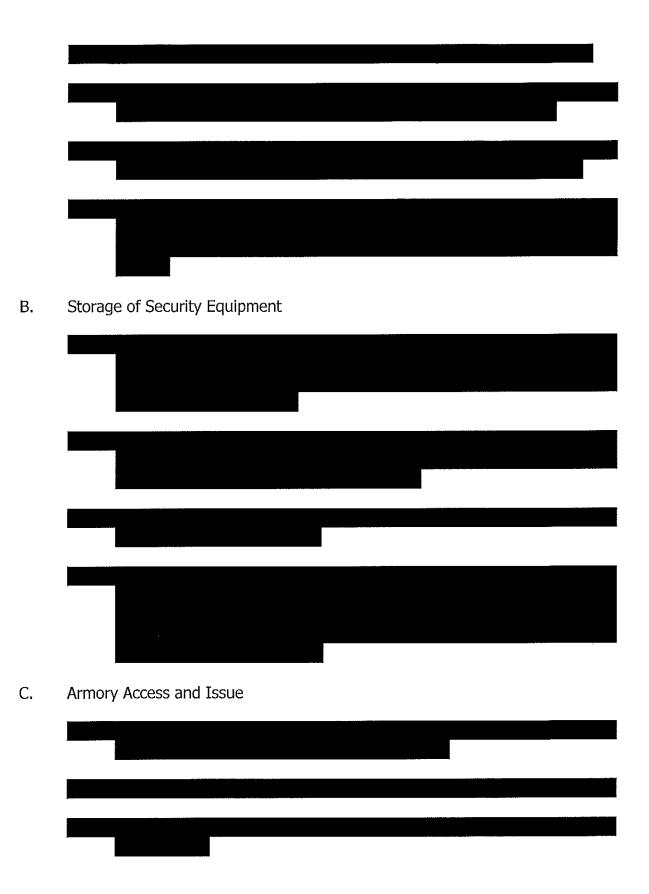
- A. Use of Security Equipment
- B. Storage of Security Equipment
- C. Armory Access and Issue

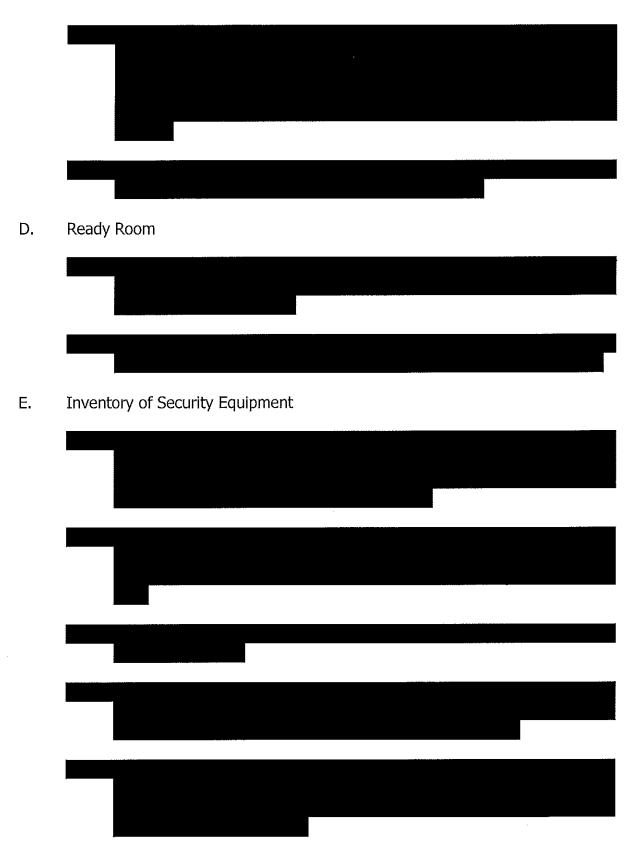
- D. Ready Room
- E. Inventory of Security Equipment
- F. Rotation of Expendables
- G. Loading and Unloading of Firearms
- H. Procurement
- I. Maintenance
- J. Fixed Security Equipment
- **III. DEFINITIONS** See IDOC Policy **AD-GA 16** for Definitions.

## IV. PROCEDURES

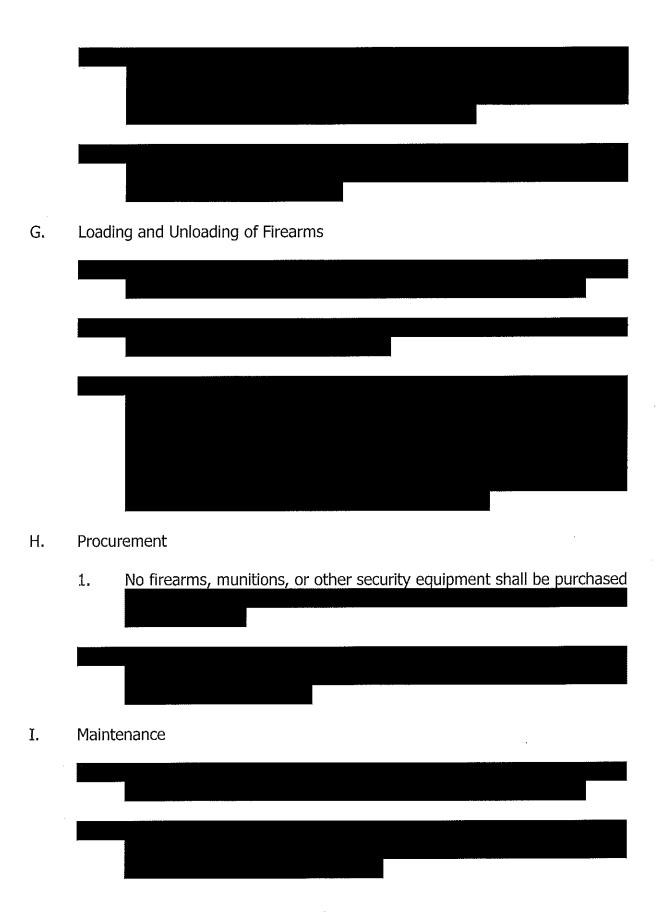


4. The Associate Warden/Security shall ensure systems are in place to document the issue, use, and return of all security equipment items.





F. Rotation of Expendables



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# J. Fixed Security Equipment

Other security equipment to be used in the institution may include the following:

